



**INFORMATION NOTE FOR REPRESENTATIVES OF  
CIVIL SOCIETY ORGANIZATIONS (CSOs/NGOs) ATTENDING  
THE THIRTY-FOURTH SESSION  
OF THE FAO CONFERENCE**

**Rome, 17-24 November 2007**

**1. CSO/NGO meetings during CFS**

In order to enhance civil society involvement in the Thirty-fourth session of the FAO Conference, arrangements have been made to hold the following meeting:

- Orientation meeting for CSOs/NGOs attending the FAO Conference on Saturday, 17 November 2007, at 9.00 hrs, in the Philippines Room (C-277/281). Strategic Planning Unit (ODGS) staff from FAO will be briefly present the arrangements and procedures for civil society participation at the FAO Conference as Observers and respond to queries.
- Civil Society may hold meetings and consultations at any time during the entire FAO Conference in the Philippines Room, which will be available for this purpose. This room is also available to civil society participants during the FAO Council sessions before and after the FAO Conference.

**2. Facilities for CSO/NGO representatives**

The Philippines Room (C277/281) is available for the use of CSO/NGO representatives throughout CFS. It is equipped with a PC computer and printer.

Any documentation that NGO representatives would like to make available to delegations may be displayed at the entry to Plenary Hall (Building A, 3<sup>rd</sup> Floor 3) after express authorization has been granted by the Conference Secretariat. Please give samples of documentation to the messengers at the Documents Desk on Building A, 1<sup>st</sup> Floor.

**3. Further information**

For further information or support, please feel free to contact either:

- For logistical matters, the Conference Services staff in Building A through the Documents Desk.
- For Civil Society related matters and substantive issues, Mr Thomas Price, Senior Programme Officer, Strategic Planning Unit (ODGS), on extension 54775, or Ms Virginia Otón, Programme Officer (ODGS), on extension 56575.

## **Civil Society Participation at FAO Council and Conference** **Strategic Planning Unit (ODGS), November 2007**

### **Guidelines on NGO/CSO participation in Council and Conference**

- civil society always attends as Observers (not participants in decision making).
- only INGOs with full consultative status have the right to speak during Conference and the other governing bodies, always as Observers (Basic Texts, Rule XVII.3 – p. 46, 2000 edition). The full list of these 15 organizations is attached, though many will not attend.
- the Chair may recognise other INGOs to speak as Observers, and this has been general precedent.
- the Chair may allow Observers to speak after the Member Delegations finish their interventions, time permitting. This applies to all Observers, including the UN agencies, IGOs and INGOs.
- Intervention is at the discretion of the Chair, but has become regular practice in the governing bodies. There is no rule on the number of Observers speaking, though given time constraints this is usually very limited. FAO Secretariat encourages the CSOs to make a few, well prepared interventions on specific agenda items and to speak as collective groups, such as the Ad Hoc Group of INGOs with formal status or the IPC-International Planning Committee for Food Sovereignty.
- In general, INGOs intervene on the substantive items only such as the State of Food and Agriculture and the Report of the IEE.
- INGOs do not participate in the decisions of Council or Conference, nor in the preparation or revision of the report. The Drafting Committee may choose to note that the Observers intervened on an agenda item.

### **Civil Society participation in High Level Special Events**

Participant intervention from the floor is always at the discretion of Chair – or Co-Chairs - of the Side Event. These are not part of the formal process of Council or Conference, but the following guidelines are suggested:

- The Chair invites the “distinguished guests” - such as Ministers - to speak first. Typically, after each presentation or at the end of the presentations and exchange of participants at the podium, the Chair throws open the discussion to the floor.
- At such venues, the usual practice would simply then be on a “first come, first serve” basis. The order of questions asked would be according to the order of those who make the request without regard to the kind of organization represented by the speaker.

**INGOs in Consultative Status**

<b>ACWW</b>	Associated Country Women of the World
<b>CI</b>	Caritas Internationalis
<b>CCIA- WCC</b>	Commission of the Churches on International Affairs of the World Council of Churches
<b>ICA</b>	International Cooperative Alliance
<b>ICC</b>	International Chamber of Commerce
<b>ICW</b>	International Council of Women
<b>IFAP</b>	International Federation of Agricultural Producers
<b>IFRCres</b>	International Federation of Red Cross and Red Crescent Societies
<b>ITUC</b>	International Trade Union Confederation
<b>IUF</b>	International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco & Allied Workers Associations (ex- IFPAAW)
<b>WFO</b>	World Family Organization (ex-IUFO)
<b>WFTU</b>	World Federation of Trade Unions
<b>WFUNA</b>	World Federation of United Nations Associations
<b>WUCWO</b>	World Union of Catholic Women's Organizations
<b>WVF</b>	World Veterans Federation